

CIVIC AWARDS

INTRODUCTION

- the Grey District Council acknowledge outstanding voluntary community service of citizens
- nominations be sought in May/ June each year
- successful candidates be presented with their Award by the Mayor at a ceremony in the Civic Chambers

PROCESS

Nominations are sought by public advertisement in May/June on the prescribed nomination form available from Grey District Council, 105 Tainui Street, Greymouth; Greymouth Library, Albert Mall, Greymouth and on the Grey District Council website www.greydc.govt.nz.

Up to five (5) Awards will be granted each year however the Selection Panel may, at their discretion, grant more than five (5) if considered appropriate.

To ensure no embarrassment is caused to any person all successful candidates will be contacted prior to any presentation ceremony to check that they are willing to accept the Civic Award for their services to the community

The successful candidates, with their immediate families and nominators, are invited to a ceremony where Awards will be presented by the Mayor, with Councillors in attendance.

The nominators introduce the successful candidates to the gathering.

AWARD

The Mayor will present a framed certificate and arrange for individual photographs and media coverage of successful candidates. Photographs to be forwarded to recipients.

JUDGING PANEL

The Civic Awards judging panel is a Sub Committee of the Grey District Council. The panel of five (5) is selected by the Grey District Council and has 3 (3) community members and one (1) Councillor plus Her Worship the Mayor.

**NOMINATION PAPER
FOR GREY DISTRICT CIVIC AWARD (2024)**

WE the undersigned nominate:

Name:

Address:

Phone:

Occupation:

For a Grey District Civic Award in recognition of the following voluntary service benefiting the district and its people:
(candidate not to be informed of nomination at this point (see process on information sheet)

Please list all organisations the nominee has given voluntary service to.

Organisation	Length of Voluntary Service

Please attach testimonials (in detail) from all of the above organisations on the voluntary service provided to them by the nominee

Nomination submitted by:

1.

Name:	
Address:	
Phone Number:	
Email:	
Signature:	

2.

Name:	
Address:	
Phone Number:	
Email:	
Signature:	

Completed nomination papers must be returned no later than 4:00pm on **Wednesday 10 July 2024** to Catriona Bayliss, Grey District Council, 105 Tainui Street or PO Box 382, Greymouth or email Catriona.bayliss@greydc.govt.nz. Catriona can be contacted by phone 03 744 7149 or 027 294 0054.

PLEASE READ GUIDELINES FOR CIVIC AWARDS BEFORE COMPLETING NOMINATION PAPER

GUIDELINES FOR CIVIC AWARDS

1. To be awarded in recognition of service of a voluntary nature benefiting the Grey District and its people.
2. Nominations for an Award are restricted to individuals with at least **10 years** community service. Only in exceptional circumstances will nominations of clubs or societies be considered. Couples may receive a joint award providing the couple nominated have been working on or with the same organisation.
3. The qualifying categories include recreation, youth activities, social welfare, education services, cultural affairs, religious affairs, and community affairs.
4. Individuals must be nominated by at least two other persons.
5. To assist the selection panel, information given concerning nominees should include full details of their community service to all organisations, **not just the one the nominators are representing**. (Lack of detailed information could result in the nominee missing out on the Civic Award.)
6. Nominees not successful in any one year may be re-nominated in subsequent years. Unsuccessful nominations shall not be carried forward to the following year.
7. Awards will be presented annually by the Mayor at an appropriate ceremony following the decision of the selection panel.

Note: Nominees who have already received a National or Royal Honour will not be eligible *unless in very special circumstances*.